

1 October 1979

MEMORANDUM FOR: DD/Pers-P&C
DD/Pers-R&P
DD/Pers-SP
OP/C&O

STATINTL

FROM : [REDACTED]
Chief, Programs and Procedures Staff, OP

SUBJECT : Management Conference (Regular Objectives)

1. The next FY 1979 MBO Management Conference (Regular Objectives) with the Director of Personnel is scheduled for 9 October 1979 in the OP Conference Room at 1:30 for Plans and Control, 1:50 for Recruitment and Placement, and 2:00 for Special Programs. The Career Management Officer will follow the Special Programs presentation.

2. Quarterly action plans and narrative reports (for July, August and September) on your FY 1979 OP level and DDA level objectives should be forwarded to the Programs and Procedures Staff by 4 October 1979.

3. We have been advised that two OP FY 1980 objectives for tracking at the DDA level have been approved. These two objectives are "Position Standards and Benchmarks Development Program" and "Increase in Minority Applicants". While other objectives may be added at a later date, to meet DDA deadlines the action plans for these two FY 1980 objectives must be forwarded to OP/Programs and Procedures Staff by 4 October 1979.

STATINTL

Original signed by
[REDACTED]

cc: C/ENCD
C/CD